27 August 1962

MEMORANDUM FOR: Director of Logistics

SUBJECT:

Request for Electric Typewriter

1. It is requested that approval be given the attached requisition 6890-EE-14-63 for an electric typewriter.

2. This typewriter is needed in the ________of the Eastern Europe Division to prepare various financial and statistical reports, often in excess of seven (7) copies. The typewriter will be used by a qualified typist for approximately five (5) hours each day.

25X1

Eastern Europe Division

25X1

Attachment: 6890-KE-14-63